

**REGULATION**

45 CFR 302.54

The IV-D agency must provide current and former FIP recipients with quarterly statements of FIP child support collections and disbursements. The IV-D agency must provide a statement for any period for which support is received by the State in an open or closed FIP case when a support assignment is in effect. The statement must identify current and arrearage collections received from each absent parent and payments made to families from those collections.

**COLLECTION &  
DISBURSEMENT  
RECORDS**

The Child Support Enforcement System (CSES) produces quarterly records of support collections and disbursements in FIP IV-D and FIP arrearage cases. Records identify:

- Collections by collection date, type, Friend of the Court, court order number and amount; and
- Disbursements by type, amount, collection date and disbursement date.

Records for the fourth calendar quarter also contain total FIP collections for the calendar year and disbursements from those collections.

For the first three calendar quarters, CSES produces a record for each case for which an FIP collection was distributed during the quarter regardless of the collection date. For the fourth quarter, CSES produces a record for each case for which an FIP collection was distributed for the calendar year.

**DISTRIBUTION**

FIA prints and distributes child support statements quarterly based on records provided by CSES. Statements are mailed to the FIA case name and address on the agency's Client Information System. Exhibit 1 contains a facsimile and description of the statement.

**DUPLICATE  
STATEMENTS**

OCS Central Office maintains microfiche records of child support statements. Upon request, OCS will issue duplicate statements or statements for clients whose addresses are not on CIS. The requestor must identify the FIP case number, client name, current mailing address and period for which a statement is requested. Quarterly statements are available beginning in 1993. Annual statements are available for the years of 1985 through 1992. Requests can be sent to:

Systems Support - Quarterly Statement  
Office of Child Support  
Family Independence Agency  
P.O. Box 30037

Lansing, Michigan 48909

**FOC STATEMENTS**

Quarterly statements issued by FIA are not a substitute for annual statements of account issued upon request by Friends of the Court. Quarterly statements do not identify non-FIP collection and disbursements.